



FITREPS

- Write for a board member who is briefing your record

NUMERICAL

- Breakouts are a must... **RANKINGS!!!**

- Bullets should show cause and effect
- Recommendations for future assignments
- Flag tick marks (when appropriate)
- White space is not bad
- Don't waste a lot of words on community service and DRT results

Know the CO's cumulative average and

- **yours!!**



FITREPS

- Read this carefully...just like last year...the rules force me to make her only a Must Promote. She is an Early Promote! She is rated against another O-3 who I anticipate will get his oak leaf this year. Bertha's turn is next. Bertha would truly be number one in any other setting.
- Although 1 of 1, he would continue to be EP if rated against all my Lieutenants.
- Ranks 3 of 15 Lieutenant Commanders assigned regardless of designator.
- Indistinguishable from my number 1 except for seniority.



Officer Summary Record

- OSR/PSR cover page is very important
 - **Promotion History**
 - **Education**
 - **Service Schools**
 - **Personal Awards**
 - **Special Quals (DAWIA Certifications & APC member)**
 - Remarks
- Cover sheet is typically used during a selection board by the briefer to summarize the record
 - Too much white space may send wrong message

NAME

JONES JOHN

YG 85

DATE PROC: 061901 SEQ. NUM: G5219

| | | | | | | | |
|-------------------------------|---------|------------|---------------|--------|----------------|---------------|---------|
| SSN | FILE NO | DESIGNATOR | DATE OF BIRTH | AGE | PROF.SERV.DATE | FOR BOARD USE | |
| | | 1520 | 530113 | 48 | | | |
| | CAPT. | CDR | LCDR | LT | LTJG | ENS | WARRANT |
| PROM HISTORY: DATE OF RANK | | | 960101 | 890801 | 870801 | 850801 | |

PRESENT DUTY STATION

PRESENT BILLET

COMNAVIAIRSYSCOM HQ

MGR DPJ FE/MAI

OJT

EDUCATION

SERVICE SCHOOLS ATTENDED

| EDUCATION | | | | | SERVICE SCHOOLS ATTENDED | | | |
|------------|--------------|---------------------|------------|----------|------------------------------|--|--|--|
| COLLEGE | DATE/LEVEL | MAJOR | LANG. PROF | SUB-SPEC | | | | |
| EMBRY RIDL | 83 BACH/1 PR | BUS ADM TRANSPRT | | | COURSE: ILS-B B INF SYS ACQ | | | |
| | | | | | DATE/WEEKS 8012 02 0011 EQ | | | |
| | | | | | COURSE: FSAMC ISAC | | | |
| | | | | | DATE/WEEKS 0006 01 0005 04 | | | |
| | | | | | COURSE: PCO/PX0 MIL JU JASMM | | | |
| | | | | | DATE/WEEKS 9610 01 8612 03 | | | |

| ACTIVE DUTY BASE DATE | PREVIOUS MILITARY SERVICE: | YEAR | MONTHS | HIGHEST RATE/GRADE | REMARKS |
|--------------------------|-------------------------------|------|--------|-----------------------|---------|
| 710831 | N | 71 | 167 | AF CM | |

PERSONAL DECORATIONS

HIGHEST AWARD

MER SVC MDL 01

NAV COM 06

| | | |
|-----|------|----|
| NAV | ACHV | 02 |
|-----|------|----|

SELECTED FOR JUNIOR SERVICE COLLEGE

SELECTED FOR SENIOR SERVICE COLLEGE

SPECIAL QUALIFICATIONS

| | | |
|---|-------------|----|
| 1 | MGT ACQ | 7 |
| 2 | AQLVL2PROGM | 8 |
| 3 | AQLVL0LOGIS | 9 |
| 4 | AQLVL0MANUF | 10 |
| 5 | | 11 |
| 6 | | 12 |

MAJOR ATMD COMMAND SCREENED



A Quick PSR

PERFORMANCE SUMMARY REPORT

SUBMITTED BY: VUG5219

DATE OF REPORT: 06/19/01

| NAME (LAST, FIRST, MIDDLE) | | | | | DESIG/RATE | | | | | SSN | | | | | PAGE 1 OF 1 | | | | | |
|----------------------------|------------------------|------|------------------|----|------------|----|--------|--------|---|-----|---|---|--------------|------------|---------------|----|----|---|--------|-------------|
| PG | STATION | DUTY | DATES | MO | REPORTING | | SENIOR | TRAITS | | | | | AVERAGES | | PROMOTION REC | | | | | RPT TYPE |
| | | | | | NAME | PG | | TITLE | 1 | 2 | 3 | 4 | 5 | IND SUM | R/S CUM | SP | PR | P | MP | |
| 04 | CVN 73 GWA SHINGTON | MMCO | 110198 103199 | 12 | RUTHERFOR | 06 | CO | 0 | 0 | 1 | 2 | 3 | 4.33 4.17 | 95 4.15 | 0 | 0 | 0 | 1 | X 1 | RG |

Your average
this FITREP

Number of
FITREPs used
for CO's cum
average

Average for
the
summary
group

| AVERAGES | |
|------------|------------|
| IND SUM | R/S CUM |
| 4.33 | 95 |
| 4.17 | |
| 4.15 | |

CO's
cumulative
lifetime
average for
your paygrade



FITREPS

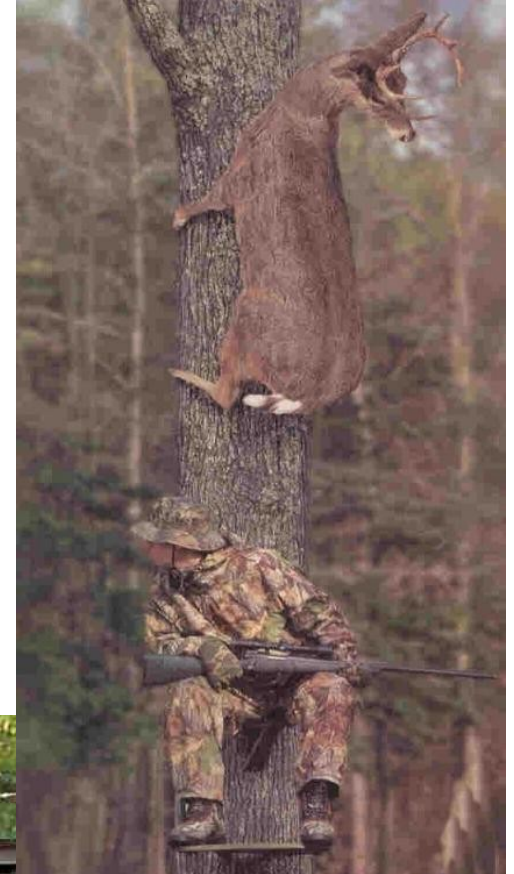
Know your Reporting Senior's Cumulative Average!

- Reporting Senior can log on at www.bol.navy.mil and print off his overall average.
- Reporting Senior can request his averages in writing to:
PERS 311
5720 Integrity Dr
Millington, TN 38055
- Where is your trait average when compared to your Reporting Senior?



Selection Board Flow

- Members report
 - Review Precept
 - Take Oaths
 - Recorders Admin remarks and briefings
- Members split into specific boards
- Random record distribution to ensure impartiality
- Members review and grade records in boardrooms
- Members brief and vote records in tank
- Review, grade, brief and vote until number of tentative selects equal the number authorized

















Grading / Voting Criteria

- Briefer Assigns Grade
 - 100 or A Absolutely Select
 - 75 or B Probably Select
 - 50 or C Not Sure
 - 25 or D Probably Not
 - 0 or No Do Not Select



Tank Process

- Following full review of all 'Above Zone' and 'In Zone' records, members move to the "Tank"
- Records briefed in precedence order by board member who reviewed record
- Members vote on each record



Vote To Tentatively Select

- Following brief of all 'Above Zone' and 'In Zone' (precedence number order)
- Select top records
- Drop from further consideration low scoring records
- Crunch what is left



Scattergram

- This is an example of a scattergram which would be projected to the center screen in the tank after 27 records were briefed and voted (to select 12).
- Members look for “natural” breaks and then vote to select or “drop from further consideration” those records above and below the natural breaks.

At the natural breaks to “select” those with an average score of 94 or above - 8 selects.

In this example, the board votes to “drop from further consideration” those with an average score of 80 or below - 11 non

| | | | |
|-----|---|----|-----|
| 100 | 3 | 3 | 100 |
| 97 | 3 | 6 | 97 |
| 94 | 2 | 8 | 94 |
| 93 | | | 93 |
| 91 | 3 | 11 | 91 |
| 87 | 2 | 13 | 87 |
| 83 | 3 | 16 | 83 |
| 80 | | | 80 |
| 77 | | | 77 |
| 74 | 5 | 21 | 74 |
| 71 | 6 | 27 | 71 |

The remaining 8 records are “crunched” - reviewed, briefed and voted again.
Crunch Records

The board continues to “crunch” records until the remaining 4 records are selected.



Vote to Brief (Below Zone Records)

- OSR / PSR projected with no annotations
“NAKED BRIEF” - **No scrub** by Recorders
- Vote is 100 or 0 (Yes or No)
- Majority vote determines Below Zone records added to first crunch for review and a full brief
- Below Zone records not selected do not incur “failure of selection” (FOS) status

| NAME | | SSN | | FILE NO | | DESIGNATOR | | DATE OF BIRTH | | AGE | | PROF. SERV. DATE | | FOR BOARD USE | |
|-------------------------------|--|-------------------------------|--|---------------------|--|------------|--|-----------------------|--|--|--|------------------|--|---------------|--|
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| PRESENT DUTY STATION | | | | | | | | | | PRESENT BILLET | | | | | |
| COMNAVIAIRSYSCOM HO | | | | | | | | | | MGR DPJ FE/MAI OJT | | | | | |
| EDUCATION | | | | | | | | | | SERVICE SCHOOLS ATTENDED | | | | | |
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| 710831 | | N | | 71 | | 167 | | AFCM | | <p>PRODUCTION ORIENTED</p> <p>FUTURE FLAG</p> <p>SELECTED FOR JUNIOR SERVICE COLLEGE SELECTED FOR SENIOR SERVICE COLLEGE</p> <p>0-5 POTENTIAL MAJOR AIMD / APML NADEP PCO / OPNAV</p> <p>MAJOR AIMD COMMAND SCREENED</p> | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| PERSONAL DECORATIONS | | | | | | | | | | | | | | | |
| HIGHEST AWARD | | | | | | | | | | | | | | | |
| MER SVC MDL 01 | | | | | | | | | | | | | | | |
| NAV COM 06 | | | | | | | | | | | | | | | |
| NAV ACHV 02 | | | | | | | | | | | | | | | |
| 9 AWARDS | | | | | | | | | | | | | | | |
| SPECIAL QUALIFICATIONS | | | | | | | | | | | | | | | |
| 1 MGT ACQ 7 | | | | | | | | | | | | | | | |
| 2 AQLVL2PROGM 8 | | | | | | | | | | | | | | | |
| 3 9 | | | | | | | | | | | | | | | |
| 4 10 | | | | | | | | | | | | | | | |
| 5 11 | | | | | | | | | | | | | | | |
| 6 12 | | | | | | | | | | | | | | | |

PERFORMANCE SUMMARY REPORT

SUBMITTED BY: VUG5219

DATE OF REPORT: 06/19/01

[illegible]